

REQUISITION & PURCHASE ORDER

HAWAII PUBLIC HOUSING AUTHORITY

ORGANIZATION

FUNCTION AND ACTIVITY

NOTICE TO VENDORS

Conditions of purchase are listed on the back side of this purchase order. Please read carefully. Payments may be delayed if all steps are not followed.

**PURCHASE
ORDER NO.**

Date _____

Deliver Before _____

DELIVERY ADDRESS**BILLING ADDRESS**

HAWAII PUBLIC HOUSING AUTHORITY
P.O. BOX 17907
HONOLULU, HI 96817

The State of Hawaii is an EQUAL EMPLOYMENT OPPORTUNITY and AFFIRMATIVE ACTION employer. We encourage the participation of women and minorities in all phases of employment.

QUAN.	UNIT	DESCRIPTION	OBJECT	UNIT PRICE	AMOUNT
▶					
▶					

REQUISITIONER

TELEPHONE

**VOUCHER
NUMBER**

AUTHENTICATED BY:

GOODS/SERVICES RECEIVED IN GOOD ORDER AND CONDITION BY

DATE _____

AUTHORIZED SIGNATURE

REQUISITION NO.			FOR DEPARTMENT USE ONLY									
VENDOR												
NUMBER		SFX										
XXXXXXXXXXXX		XX										

[illegible]

UNITED STATES
DEPARTMENT OF HOUSING AND
URBAN DEVELOPMENT

OFFICE OF MULTIFAMILY HOUSING PROGRAMS

PROJECT-BASED SECTION 8 CONTRACT ADMINISTRATION
ANNUAL CONTRIBUTIONS CONTRACT:

**EIGHTH AMENDMENT of TERM, INCENTIVE-BASED
PERFORMANCE STANDARDS TASKS, and FEES**

08-30-2019
6/2000 PBCA-ACC

This Eighth Amendment of Term, Incentive-Based Performance Standards Tasks, and Fees ("Eighth Amendment"), provides as follows:

I. RECITALS

- A. The United States of America, acting by and through the Secretary of the Department of Housing and Urban Development ("HUD"), and 42 public housing agencies ("PHAs"), including the PHA identified on the Signature Page of this Eighth Amendment, previously entered into a Performance-Based Annual Contributions Contract ("ACC") for the administration of project-based section 8 Housing Assistance Payments ("HAP") contracts and related services with respect to covered section 8 units for the geographic area served by the PHA, as indicated on the Signature Page.* The ACCs were entered into pursuant to section 8 of the United States Housing Act of 1937, 42 U.S.C. § 1437f, on various dates between June 2000 and July 2005 following the award of each ACC.
- B. Section 2 d (2) of the ACC provides for an initial term of 36 calendar months, which commenced on the first day of the month of HUD's first assignment to the PHA of then existing HAP contracts for covered units.
- C. Consistent with all the terms and conditions of Section 2 of the ACC, HUD elected to renew each of the ACCs for two additional 12-month terms.
- D. Before expiration of the second 12-month renewal term, the Parties entered into one or more amendments to make various changes to the ACC and to extend the ACC term through September 30, 2011.
- E. Before September 30, 2011, the Parties entered into an agreement effective October 1, 2011 captioned "Amendment of Term, Incentive-Based Performance Standards Tasks, and Fees" ("First Amendment") to provide for a subsequent renewal term of the ACC through March 31, 2012 and for three additional, successive renewal terms of three calendar months each, which HUD was entitled to exercise at HUD's sole discretion and option. See First Amendment, Section II A. HUD exercised each of the three additional, successive renewal terms, the last of which expired on December 31, 2012. Further, the First Amendment revised various substantive terms of the ACC as set forth in the remaining provisions of Section II of the First Amendment. See First Amendment, Section II B. and C.

* Collectively, HUD and the PHA identified on the Signature Page are referred to herein as "the Parties."

- F. Before December 31, 2012, the Parties entered into an agreement effective January 1, 2013 captioned "Second Amendment of Term, Incentive-Based Performance Standards Tasks, and Fees" ("Second Amendment") to provide for a subsequent renewal term of the ACC through March 31, 2013 and for seven additional, successive renewal terms of three calendar months each, which HUD was entitled to exercise at HUD's sole discretion and option. See Second Amendment, Section II A. HUD exercised each of the seven successive renewal terms, the last of which ended on December 31, 2014. The Second Amendment did not alter any of the substantive terms of the ACC, as amended by the First Amendment but, for clarity, set forth the changes to the substantive terms made by the First Amendment. See Second Amendment, Section II B. and C.
- G. Before December 31, 2014, the Parties entered into an agreement effective January 1, 2015 captioned "Third Amendment of Term, Incentive-Based Performance Standards Tasks, and Fees" ("Third Amendment") to provide for a subsequent renewal term of the ACC through June 30, 2015 and for five additional, successive renewal terms of six calendar months each, which HUD was entitled to exercise at HUD's sole discretion and option. See Third Amendment, Section II A. The Third Amendment extended the term of the ACC, as amended by the First Amendment, without altering any of the substantive terms.
- H. During the term of the Third Amendment, a decision of the United States Court of Appeals for the Federal Circuit became final in which the court concluded that "Performance-Based Annual Contribution Contracts (PBACCs) are procurement contracts" and that, "[w]hen using a procurement contract, an agency must adhere to federal procurement laws, including the Competition in Contracting Act (CICA), 41 U.S.C. § 3301, as well as the Federal Acquisition Regulation (FAR)." U.S. v. CMS Contract Management Services, et al., 745 F.3d 1379, 1381 (Fed. Cir. 2014), cert. denied, 575 U.S. 962 (2015). Thereafter, HUD began preparing a solicitation for the procurement of PBCA services consistent with the court's decision ("Solicitation").
- I. HUD exercised the first two additional, successive renewal terms provided for in the Third Amendment, the second of which ended on June 30, 2016. Section II A. of the Third Amendment required HUD to give notice by June 1, 2016, in order to elect the third renewal term; by December 1, 2016, in order to elect the fourth renewal term; and by June 1, 2017, in order to elect the fifth renewal term.

- J. Prior to June 1, 2016, the Parties entered into an agreement effective May 1, 2016 captioned "HUD's Election of All Remaining Renewal Terms under the Third Amendment -and- Fourth Amendment of Term, Incentive-Based Performance Standards Tasks, and Fees" ("Fourth Amendment"). Consistent with the applicable notice requirements in Section II A. of the Third Amendment, HUD gave notice in Section II of the Fourth Amendment of its election of the third, fourth, and fifth successive renewal terms under the Third Amendment, thus extending the term of the ACC, as amended under Section III of the Fourth Amendment, through December 31, 2017, subject to the availability of sufficient appropriations, with an option for HUD to terminate the ACC before then by giving PHAs at least 120 days' written notice.
- K. Section III of the Fourth Amendment contained provisions that amended the substantive terms of the original ACC (e.g., by reinstating Incentive-Based Performance Standard ("IBPS") Task #1 ("Management & occupancy reviews") and prescribing a method for calculating the amount by which HUD will compensate PHAs for performing IBPS #1).
- L. Before December 31, 2017, the Parties entered into an agreement effective January 1, 2018 captioned "Fifth Amendment of Term, Incentive-Based Performance Standards Tasks, and Fees" ("Fifth Amendment"), which extended the term of the ACC, as amended by the Fourth Amendment, through December 31, 2018 (see Fifth Amendment, Section II.A.), and amended the ACC by requiring the PHA to comply with all section 8 program regulations and other administrative requirements, as they may be amended from time to time, including those governing or related to Management and Occupancy Reviews ("MORs"), notwithstanding any conflict between such regulations and/or other administrative requirements and the provisions of the ACC (see Fifth Amendment, Section II.B.).
- M. Before December 31, 2018, the Parties entered into an agreement effective January 1, 2019 captioned "Sixth Amendment of Term, Incentive-Based Performance Standards Tasks, and Fees" ("Sixth Amendment"), which extended the term of the ACC, as amended by the Fifth Amendment, through June 30, 2019 (see Sixth Amendment, Section II.A.1.), subject to the availability of sufficient appropriations. Section II. further provided for an initial obligation of funds by HUD under the ACC, as amended, and permitted HUD to obligate funds for the remaining portions of the six (6)-month extension term on an incremental basis.
- N. Before June 30, 2019, the Parties entered into an agreement effective July 1, 2019 captioned "Seventh Amendment of Term, Incentive-Based Performance

Standards Tasks, and Fees" ("Seventh Amendment"), which extended the term of the ACC, as amended by the Sixth Amendment, through September 30, 2019 (see Seventh Amendment, Section II.A.1.), subject to the availability of sufficient appropriations. Section II. further provided for an initial obligation of funds by HUD under the ACC, as amended, and permitted HUD to obligate funds for the remaining portions of the three (3)-month extension term on an incremental basis.

- O. In a report accompanying the Departments of Transportation, and Housing and Urban Development, and Related Agencies Appropriations Bill for 2019, the House Committee on Appropriations expressed concerns about the relationship between the fees that PBCAs earn and the cost of performance and directed HUD "to . . . re-negotiate the current [PBCA] contracts to achieve savings while ensuring all important tasks are included." H.R. Rep. 115-750, at 92 (June 12, 2018). Likewise, the Conference Committee for the Omnibus Fiscal Year 2019 Appropriations Act contained language encouraging HUD "to work with . . . [PBCAs] to identify cost savings while ensuring continuation of all necessary tasks." H.R. Rep. 116-9, at 923 (Feb. 13, 2019).
- P. Each reference to the ACC in the remaining portions of this Eighth Amendment is to the original ACC, as amended by the Seventh Amendment unless otherwise stated.

II. AMENDMENT. Notwithstanding any provision of the ACC to the contrary, the Parties agree to amend and hereby do amend the ACC as follows:

A. TERM AND FUNDING OF ACC

- 1. The ACC, as amended herein, is hereby extended for a subsequent term of sixteen (16) months, beginning on October 1, 2019 and ending on January 31, 2021 ("Extension Term"), with the option by HUD to further extend it for up to two additional and successive extension terms of six (6) calendar months each (collectively, "Additional Extension Terms"), subject to the availability of sufficient appropriations and further subject to the remaining paragraphs of this Section II. A.
- 2. Upon execution of this Eighth Amendment by HUD, HUD will obligate funds in an amount sufficient to make payments for an initial increment of the Extension Term and will provide the PHA with written notice of the amount of the obligation and the approximate period of time within the Extension Term to which it will be applied. HUD will provide additional funding for each of the remaining increments of the Extension Term, and any

Additional Extension Term, subject to the availability of sufficient appropriations. When such appropriations are available, HUD will obligate additional funding and will provide the PHA with written notice of the amount of each such additional obligation and the approximate period of time within the Extension Term, and any Additional Extension Term, to which it will be applied.

3. Any extension of the ACC, as amended herein, for either of the Additional Extension Terms shall be exercised in HUD's sole discretion, at HUD's sole option, and without any requirement of consent or acknowledgment by the PHA at such time, if HUD provides written notice in the manner set forth below.
4. The first additional six (6) month extension term, if elected by HUD, shall begin on February 1, 2021 and end on July 31, 2021 ("First Additional Extension Term"). If HUD elects to exercise the option to extend the ACC, as amended herein, for this First Additional Extension Term, HUD shall provide written notice to the PHA at any time before, but no later than, January 1, 2021.
5. The second additional six (6) month extension term, if elected by HUD, shall begin on August 1, 2021 and end on January 31, 2022 ("Second Additional Extension Term"). If HUD elects to exercise the option to extend the ACC, as amended herein, for this Second Additional Extension Term, HUD shall provide written notice to the PHA at any time before, but no later than, July 1, 2021.
6. If HUD completes or anticipates completing the Solicitation referenced in Section I.H. before the expiration of the Extension Term, any First Additional Extension Term, or any Second Additional Extension Term, HUD shall have the unilateral right, which HUD may exercise in its sole discretion, at its sole option, and without the consent, agreement, or acknowledgment of the PHA, to terminate this ACC, as amended herein, by providing the PHA written notice of such termination at least one hundred and twenty (120) calendar days before the date on which HUD elects to terminate the ACC.
7. HUD may provide written notice to the PHA wherever required in this Eighth Amendment by e-mail, pdf, or facsimile.

B. INCENTIVE-BASED PERFORMANCE STANDARDS TASKS

1. Of the 16 IBPS Tasks enumerated in the IBPS Performance Requirements Summary in Exhibit A of the ACC, the PHA shall perform the following:

- a. IBPS Task # 1 ("Management and occupancy reviews") ("MORs")
- b. IBPS Task # 3 ("Processing rental adjustments")
- c. IBPS Task # 6 ("Review, verify, and authorize monthly section 8 vouchers")
- d. IBPS Task # 9 ("Life-threatening health & safety issues")
- e. IBPS Task # 10 ("Non- Life-threatening health & safety issues")
- f. IBPS Task # 13 ("Public Housing Agency audit")
- g. IBPS Task # 14 ("Renewal of expiring HAP contracts"), and
- h. IBPS Task # 15 ("General reporting requirements").

2. The Maximum Basic Fee shall be based on the percentage assigned to each IBPS Task listed above, as follows:

- a. IBPS Task # 3: 21%
- b. IBPS Task # 6: 32%
- c. IBPS Task # 9: 5%
- d. IBPS Task # 10: 11%
- e. IBPS Task # 13: 2%
- f. IBPS Task # 14: 21%
- g. IBPS Task # 15: 8%

C. MAXIMUM BASIC FEE

1. The Maximum Basic Fee to which the PHA shall be entitled shall be derived by:

- a. Multiplying by one and nine-tenths percent (1.9%) the Final Fair Market Rent ("FMR") for a two-bedroom unit for the FMR area in which the project is located, as published by HUD, for the Federal Fiscal Year that includes the month for which the PHA claims the fee; and

- b. Multiplying the product derived from the preceding clause by the number of Covered Units assigned to the PHA during the month for which the PHA claims the fee.

2. All applicable Disincentive Deductions shall remain as a percentage of the Maximum IBPS Fee.

D. MANAGEMENT AND OCCUPANCY REVIEWS UNTIL THE EFFECTIVE DATE OF ANY FINAL, RISK-BASED MOR RULE AND NOTICE

1. Previously, a proposed rule and companion notice were published in the Federal Register that would adopt a risk-based approach to the scheduling of MORs, thus reducing their frequency. See 80 Fed. Reg. 1860, 1930 (Jan. 14, 2015). If no final rule and notice are published during the Extension Term or during any First or Second Additional Extension Term, if applicable, this Section II. D. shall govern the Parties' responsibilities and obligations relating to MORs.
2. The PHA shall continue to conduct MORs consistent with Section III. B. 1. of the Fourth Amendment.
3. HUD shall compensate the PHA consistent with Section III. B. 2. of the Fourth Amendment, except that HUD shall pay the PHA in the amount of \$3,400 for each MOR that the PHA completes (plus allowable contingency fees), subject to the availability of sufficient appropriations.

E. MANAGEMENT AND OCCUPANCY REVIEWS UNDER ANY FINAL, RISK-BASED MOR RULE AND NOTICE

1. If a final rule and notice governing MORs are published in the Federal Register during the Extension Term or during any First or Second Additional Extension Term, there shall be a 90-day implementation period before the rule and notice take effect beginning on the date of publication in the Federal Register.
2. During this period, the PHA shall assess all Section 8 projects in its portfolio and finalize a new schedule for the performance of MORs consistent with the requirements of the final rule and notice ("MOR Plan"). The MOR Plan shall reflect the number of HAP Contracts (i.e., projects) that are to undergo an MOR within the first year after the effective date of the final rule ("Year 1"). In addition, the MOR Plan shall include the PHA's proposed monthly

MOR fee payment, which the PHA shall calculate consistent with Section III.E.9.

3. By the 45th day of the 90-day implementation period, the PHA shall submit the MOR Plan, to the Contract Administrator Oversight Manager ("CAOM").
4. By the 75th day of the 90-day implementation period, HUD will review and approve the MOR Plan, including fees, or will notify the PHA of any corrections or revisions.
5. After conclusion of the 90-day implementation period, the PHA shall schedule and begin conducting MORs consistent with the MOR Plan, as approved or as corrected or revised by HUD, except that HUD may require the PHA to perform an MOR sooner than scheduled if HUD determines that there may have been a change in project conditions that warrants acceleration of an MOR. The basis for such a determination may include, but shall not be limited to, the following: receipt of a Congressional inquiry or a report from a unit of State or local Government, a change in a project's management agent or physical conditions, and complaints by project residents.
6. Each time after the date on which HUD approves the MOR Plan that HUD assigns the PHA one or more new HAP Contracts (i.e., projects) pursuant to section 2. b. of the ACC, the PHA shall revise the MOR Plan to reflect the newly added HAP Contracts. The PHA shall submit the revised MOR Plan, including MOR fees, for the newly added HAP Contracts to the CAOM within 30 calendar days of the effective date of each assignment or each group of assignments, as applicable. HUD will either approve or correct (or revise) each such revised MOR Plan and notify the PHA of such approval or correction(s) (or revision(s)).
7. The PHA shall not make any changes to the MOR Plan, as approved by HUD, without the prior written approval of the CAOM.
8. Within the last 60 days of the ACC Year End, the PHA shall submit a new Annual Work Plan, including a new MOR Plan, to the CAOM that indicates the frequency of each HAP Contract's MOR based on the schedule set forth in the final rule and notice. For purposes of this paragraph, the ACC Year End for FY 2020 shall be September 30, 2020.
9. After the effective date of the final rule and notice, HUD shall continue to compensate the PHA in the amount of \$3,400 for each MOR that the PHA

completes (plus allowable contingency fees), subject to the availability of sufficient appropriations.

F. GENERAL REPORTING REQUIREMENTS

1. The list of bulleted items under "Work Plan Status Report" in section 3.10. A. of Exhibit A of the ACC is revised by adding the following three bullets at the end of the list:

- Log of life-threatening calls
- Log of non-life-threatening calls
- Log of general resident complaints or inquiries

2. Section 3.10. B. ("Quarterly Reports") of Exhibit A of the ACC is deleted in its entirety.

3. The second sentence under section 3.10. C. ("Annual Reports") of Exhibit A of the ACC is revised as follows:

"The report shall detail all of the PHA actions and services (including dates, locations, and employee names) for that fiscal year in a format specified by HUD."

G. TRANSITION-OUT PERIOD

1. If HUD issues written notice to the PHA that it has completed or anticipates completing the Solicitation, a one hundred and twenty (120) calendar day Transition-Out period shall begin on the date specified in HUD's notice. The remaining paragraphs in this Section II. G. shall apply if HUD issues such notice.
2. The PHA shall employ sufficient personnel to ensure both full, continued compliance with the terms of the ACC, as amended herein, and an orderly transition of tasks and responsibilities to the successor Contractor ("Contractor").
3. The PHA shall provide an orderly transition of work acceptance and accomplishment so that the Contractor may take full control of the tasks by the end of the corresponding Transition-In period under the Solicitation.

4. The PHA shall communicate with the Contractor to ensure a successful transition of responsibility of tasks. These communications shall include but not be limited to transmitting information regarding the following: (a) any properties that are currently out of compliance with HUD requirements; (b) any special circumstances specific to particular HAP Contracts and to the Section 8 program, in general; and (c) any other subjects, matters, or issues that require particular attention or as HUD may direct.
5. As HUD transfers responsibility for properties to the Contractor, as outlined in HUD's Transition Guide (which HUD will provide the PHA by the beginning of the Transition-Out period), the PHA shall no longer have primary responsibility for tasks associated with such properties but may be requested to respond to inquiries and/or to provide non-proprietary information to the Contractor and/or to HUD through the end of the Transition-Out period.

III. INCONSISTENCY WITH ACC

- A. In the event of any inconsistency between the terms of the ACC and the terms of this Eighth Amendment, the terms of this Eighth Amendment shall govern.
- B. All terms of the ACC that are not inconsistent with the terms and provisions of this Eighth Amendment shall continue in full force and effect.

IV. ALL OTHER TERMS

All other terms of the ACC shall remain the same.

V. NO IMPAIRMENT OF PHA'S RIGHTS

Nothing in this ACC, as amended herein, shall be construed to impair, limit, or otherwise affect any rights that the PHA may have, or to constitute a waiver of any rights that the PHA may have, in connection with any Solicitation published during the Extension Term or any Additional Extension Term.

VI. EFFECTIVE DATE

This Eighth Amendment shall become effective on October 1, 2019.

Signature Page

PUBLIC HOUSING AGENCY

Name of PHA

Hawaii Public Housing Authority

(Print or Type)

Geographic Area Served:

State of Hawaii

(Print or Type)

By: 

Signature of authorized representative

Hakim Ouansafi, Executive Director

Name and official title (Print or Type)

SEP 03 2019

Date (mm/dd/yyyy) (Print or Type)

U.S. DEPARTMENT OF HOUSING AND URBAN DEVELOPMENT

By:

Signature of authorized representative

C. Lamar Seats, Deputy Assistant Secretary for Multifamily Housing Programs

Date (mm/dd/yyyy) (Print or Type)

08-30-2019

6/2000 PBCA-ACC

5-Year PHA Plan (for All PHAs)

U.S. Department of Housing and Urban Development
Office of Public and Indian Housing

OMB No. 2577-0226
Expires: 02/29/2016

Purpose. The 5-Year and Annual PHA Plans provide a ready source for interested parties to locate basic PHA policies, rules, and requirements concerning the PHA's operations, programs, and services, and informs HUD, families served by the PHA, and members of the public of the PHA's mission, goals and objectives for serving the needs of low- income, very low- income, and extremely low- income families

Applicability. Form HUD-50075-5Y is to be completed once every 5 PHA fiscal years by all PHAs.

A.	PHA Information.																																
A.1	<p>PHA Name: <u>Hawaii Public Housing Authority</u> PHA Code: <u>HI001</u></p> <p>PHA Plan for Fiscal Year Beginning: (MM/YYYY): <u>07/2019</u> PHA Plan Submission Type: <input type="checkbox"/> 5-Year Plan Submission <input checked="" type="checkbox"/> Revised 5-Year Plan Submission</p> <p>Availability of Information. In addition to the items listed in this form, PHAs must have the elements listed below readily available to the public. A PHA must identify the specific location(s) where the proposed PHA Plan, PHA Plan Elements, and all information relevant to the public hearing and proposed PHA Plan are available for inspection by the public. Additionally, the PHA must provide information on how the public may reasonably obtain additional information on the PHA policies contained in the standard Annual Plan but excluded from their streamlined submissions. At a minimum, PHAs must post PHA Plans, including updates, at each Asset Management Project (AMP) and main office or central office of the PHA. PHAs are strongly encouraged to post complete PHA Plans on their official websites. PHAs are also encouraged to provide each resident council a copy of their PHA Plans.</p> <p>The PHA Plan and all supporting documents are available on the internet: http://www.hpha.hawaii.gov/housingplans/index.htm</p> <p>Hard copies of the plan are available at the following locations:</p> <div style="display: flex; justify-content: space-between; margin-top: 20px;"> <div style="width: 45%;"> <p>Hawaii Public Housing Authority 1002 North School Street, Bldg. E Honolulu, Hawaii 96817</p> <p>Lanakila Homes 600 Wailoa Street Hilo, Hawaii 96720</p> <p>Kapaa 4726 Malu Road Kapaa, Hawaii 96746</p> </div> <div style="width: 45%;"> <p>Ka Hale Kahaluu 78-6725 Makolea Street Kailua-Kona, Hawaii 96740</p> <p>Kahekili Terrace 2015 Holowai Place Wailuku, Hawaii 96793</p> </div> </div> <p><input type="checkbox"/> PHA Consortia: (Check box if submitting a Joint PHA Plan and complete table below)</p> <table border="1" style="width: 100%; border-collapse: collapse; margin-top: 10px;"> <thead> <tr> <th rowspan="2">Participating PHAs</th> <th rowspan="2">PHA Code</th> <th rowspan="2">Program(s) in the Consortia</th> <th rowspan="2">Program(s) not in the Consortia</th> <th colspan="2">No. of Units in Each Program</th> </tr> <tr> <th>PH</th> <th>HCV</th> </tr> </thead> <tbody> <tr> <td>Lead PHA:</td> <td></td> <td></td> <td></td> <td></td> <td></td> </tr> <tr> <td></td> <td></td> <td></td> <td></td> <td></td> <td></td> </tr> <tr> <td></td> <td></td> <td></td> <td></td> <td></td> <td></td> </tr> <tr> <td></td> <td></td> <td></td> <td></td> <td></td> <td></td> </tr> </tbody> </table>	Participating PHAs	PHA Code	Program(s) in the Consortia	Program(s) not in the Consortia	No. of Units in Each Program		PH	HCV	Lead PHA:																							
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		PH	HCV																														
Lead PHA:																																	

B.	5-Year Plan. Required for <u>all</u> PHAs completing this form.
B.1	Mission. The Hawaii Public Housing Authority (HPHA) is committed to promoting adequate and affordable housing, economic opportunity and a suitable living environment, for low-income families and individuals, free from discrimination.
B.2	<p>Goals and Objectives. Identify the PHA's quantifiable goals and objectives that will enable the PHA to serve the needs of low- income, very low- income, and extremely low- income families for the next five years.</p> <p>A. Need: There is a shortage of affordable rental housing for all eligible populations.</p> <p>Goal 1: Maximize the HPHA's current resources for housing programs</p> <p>Objective 1a: Maintain occupancy at no less than 98% (adjusted for units in modernization) each fiscal year.</p> <p>Objective 1b: Increase voucher utilization to no less than 60% of available section 8 housing choice vouchers, subject to the availability of funds.</p> <p>Objective 1c: Annually assess the HPHA's policies regarding continued occupancy in public housing.</p> <p>Objective 1d: Continue to actively pursue the completion of construction and/or modernization of existing public housing properties such as Lanakila Homes, Salt Lake Apartments, Kalihi Valley Homes, Wahiawa Terrace and Palolo Valley Homes.</p> <p>Goal 2: Increase the number of affordable housing units</p> <p>Objective 2a: Apply for additional State and Federal rental subsidies for tenant based rental assistance programs, subject to availability of funds, including without limitation seeking additional Veterans Affairs Supportive Housing (VASH) vouchers, Rental Assistance Demonstration (RAD) conversions, and the Choice Neighborhood Initiative (CNI).</p> <p>Objective 2b: Leverage affordable housing resources in the community through public private partnerships and the creation of mixed use, mixed finance housing with a goal of 3,500 additional units by FY2024.</p> <p>Objective 2c: Assess the HPHA's inventory to identify potential for mixed finance redevelopment and pursue mixed finance redevelopment where feasible.</p> <p>Objective 2d: Continue to pursue mixed finance redevelopment and demolition/disposition of targeted properties, including without limitation, Mayor Wright Homes, Kuhio Park Terrace, AMP 37, AMP 38, AMP 39; continue to assess and pursue opportunity for mixed finance redevelopment or demonstration project at Puuwai Momi and other suitable properties.</p> <p>Objective 2e: Awarded RAD CHAPS for Kuhio Park Terrace and Mayor Wright Homes with the goal of submitting acceptable RAD applications.</p> <p>Objective 2f: Continue to improve VASH voucher lease up.</p> <p>B. Need: There is a high demand for housing for families at or below 30% of median income.</p> <p>Goal 3: Provide targeted assistance to families at or below 30% of median income</p> <p>Objective 3a: Exceed federal targeting requirements for families at or below 30% of AMI in public housing.</p> <p>Objective 3b: Exceed federal targeting requirements for families at or below 30% of AMI receiving section 8 tenant-based rental assistance.</p>

C. Need: The HPHA must meet HUD standards for program performance under the Federal Low-Income Housing Program

Goal 4: Improve the HPHA's Public Housing Assessment System Score to achieve a high performer score of no less than 90 points

- Objective 4a: Increase the HPHA's Score to no less than 22 points under the Management Assessment Subsystem of the PHAS.
- Objective 4b: Increase the HPHA's Score to no less than 35 points under the Physical Assessment Subsystem of the PHAS.
- Objective 4c: Maintain the HPHA's score of 25 points for the Financial Assessment Subsystem of the PHAS.
- Objective 4d: Maintain the HPHA's score of 10 points under the Capital Fund Subsystems of the PHAS.

Goal 5: Improve the HPHA's Section Eight Management Assessment Program (SEMAP) score to maintain a high performer rating with no less than 97 points

- Objective 5a: Maintain documentation that the HPHA's quality control samples of applicants reaching the top of the waiting list and of admissions show that at least 99% of the families in the samples were selected from the waiting list for admission in accordance with the HPHA's policies and met the selection criteria that determined their places on the waiting list and their order of selection.
- Objective 5b: Maintain documentation which shows that the HPHA's quality control sample of tenant files, for which a determination of reasonable rent was required, shows that for at least 98% of the units sampled the HPHA followed its written method to determine reasonable rent and documented its determination that the rent to owner is reasonable.
- Objective 5c: The HPHA's quality control sample of tenant files show that at the time of admission and reexamination, the PHA properly obtained third party verification of adjusted income or documented why third party verification was not available; used the verification information in determining adjusted income; properly attributed allowances for expenses; and, where the family is responsible for utilities under the lease, the HPHA used the appropriate utility allowances for the unit leased in determining the gross rent for at least 95% of the files sampled.
- Objective 5d: Conduct a review of utility rate data obtained within the last 12 months and adjust the utility allowance schedule as appropriate.
- Objective 5e: Maintain documentation that an HPHA supervisor (or other qualified person) re-inspected a minimum acceptable sample of units during the fiscal year as appropriate.
- Objective 5f: Maintain documentation that shows that HPHA took actions indicated in its written policy to encourage participation by owners outside areas of poverty and minority, including at least 2 outreach events/meetings.
- Objective 5g: Conduct and complete a reexamination for each participating family at least every 12 months.
- Objective 5h: Maintain the required number of active participants in the Family Self-Sufficiency Program.

Goal 6: Reduce or eliminate single audit findings in the HPHA's annual compliance audit

- Objective 6a: Adhere to month-end closing procedures on account reconciliation for HPHA's interfund balances.
- Objective 6b: Conduct an annual review of existing policies and procedures for HQS Inspections and enforcement to ensure current process is meeting full compliance with the federal rules; make adjustments to procedures as necessary.
- Objective 6c: Maintain updated documentation that shows required monthly reviews are being performed on annual recertification and placement of tenant files.
- Objective 6d: Maintain an updated Uniformity of Tenant File Checklist under PMMSB and the Section 8 HCV Program to eliminate further errors and missing documents.
- Objective 6e: Conduct and complete a reexamination for each participating family at least every 12 months.
- Objective 6f: Provide ongoing support and training opportunities for necessary staff on accounting principles, operating procedures, enterprise software, and to keep abreast of changes in the federal rules.

Goal 7: Improve the Quality of Assisted Housing

- Objective 7a: Adopt a policy when determining income from assets for purposes of eligibility and subsidy determination in the Public Housing program and the Section 8 HCV program; update the policy determining the value of a checking account to be consistent with the policy determining the value of a savings account, by using the current balance to reduce administrative burden, excessive paperwork and added expense for the applicant.
- Objective 7b: Adopt policy which allows for a tenant with a live-in aide, who is lawfully present or admitted to the United States, to receive subsidy for an additional bedroom in the Section 8 HCV program, and to occupy an additional bedroom in the public housing program.
- Objective 7c: Establish a verification policy to ensure potential live-in aides meet the three elements within the definition of Live-In Aide.
- Objective 7c: Update HPHA's Admissions and Continued Occupancy Policy (ACOP) to revise the "one-strike" admissions and termination policy to conform to the HUD Screening and Eviction Final Rule.
- Objective 7d: Extend the length of time an applicant may be denied admissions after drug-related criminal activity or convictions over the minimum of 3 years as required by HUD regulations.
- Objective 7e: Update the Admissions and Continued Occupancy Policy to implement new statutory or regulatory requirements.
- Objective 7f: Maintain and increase the multi-skilled worker program to promptly repair and maintain units that become vacant on a regular basis for faster and more efficient turnover of units, including the establishment of a highly skilled force account for capital repairs.
- Objective 7g: Expand the supply of assisted housing by reducing the amount of public housing vacancies, not to exceed 5% vacancy rate.

D. Need: The quality of life and economic vitality of the HPHA's public housing communities must be enhanced as a means to achieve healthier communities.

Goal 8: Provide an improved living environment

- Objective 8a: Implement measures to de-concentrate poverty according to the HPHA's de-concentration policy.
- Objective 8b: Implement public housing security improvements, such as increasing lighting, video surveillance, resident identification cards, utilizing after-hours quiet time, tenant participation with Resident Associations, and crime prevention through environmental design features.
- Objective 8c: Designate developments or buildings for particular resident groups (e.g. elderly or persons with disabilities) and/or pursue designated housing under HUD's definition of designated housing.
- Objective 8d: Redevelop public housing and other properties through public/private partnerships, with updated or new amenities for residents, such as public spaces and parking.
- Objective 8e: Install adaptable design elements to allow elderly tenants to age in place.
- Objective 8f: Adopt procedures to efficiently remove abandoned property from HPHA units to provide quicker turnaround of units.
- Objective 8g: Leverage Capital Funds to accelerate modernization projects, study feasibility of utilizing public/private partnerships for the redevelopment of public housing and pursue mixed finance redevelopment opportunities with various HUD programs such as RAD and CNI.
- Objective 8h: Demolish or dispose of obsolete public housing units and provide replacement housing; including processing of requests for right of entry and non-exclusive easements, where appropriate.
- Objective 8i: Continue to refer criminal cases to the eviction board in an expeditious manner to maintain the health and safety of the public housing community.
- Objective 8j: Enforce non-smoking policy and establish or coordinate with community programs for smoking cessation.
- Objective 8k: Encourage and support the formation of resident associations.

Goal 9: Encourage Self-Sufficiency

- Objective 9a: Assist tenants in training and employment opportunities by promoting and monitoring all contractors to comply with Section 3 requirements.
- Objective 9b: Develop a system to track Section 3 efforts and results.
- Objective 9c: Establish a Section 3 Registry for businesses to find potential low-income individuals for employment opportunities.

E. Need: There is a need to improve the management and efficiency of federal government programs and resources, including the Section 8 Housing Choice Voucher Program and Federal Low-Income Housing.

Goal 10: Improve operational efficiency in the Housing Choice Voucher Program

- Objective 10a: Continue to develop relationships with more partners in the recruitment and retention of landlords.

- Objective 10c: Adopt policy changes/updates under the VASH project-based voucher program to provide for greater efficiencies and services for veteran participants.
- Objective 10d: Adopt policy changes and updates, including but not limited to, changes regarding new admissions, changes in family composition, additions to the household/voucher, continued participation, absence from the assisted dwelling unit, timing of HQS inspections, hardship waivers, maximizing budget authority, waiting list management, lottery systems for placement or termination, and any other administrative efficiencies.
- Objective 10e: Review of the Section 8 Administrative Plan for possible changes and updates to increase efficiency and implement statutory and regulatory changes, including but not limited to HOTMA regulations.

Goal 11: Increase assisted housing choices:

- Objective 11a: Conduct outreach efforts to potential voucher landlords.
- Objective 11b: Provide Section 8 voucher mobility counseling.
- Objective 11c: Assess all preferences and properties to determine whether preferences meet the current needs of the state.
- Objective 11d: Assess whether the needs of the housing residents are being met within the specified family/elderly/disabled properties.
- Objective 11e: Inform Section 8 residents of latest HUD policy and guideline changes.
- Objective 11f: Pursue designated housing for elderly-only project(s).

Goal 12: Improve the housing delivery system through cost-effective management of federal government programs and resources.

- Objective 12a: Further improve project-based accounting and management for federal public housing.
- Objective 12b: Update or revise policies, including but not limited to changes on admissions, continued occupancy, management, rent collections, write offs, inspections, no smoking, occupancy guidelines, citizen sponsors, transfers, waiting lists, and self-sufficiency to improve the management of public housing, create healthier communities, increase operational efficiencies, comply with regulatory/statutory requirements and/or the requirement to establish discretionary policies; work in consultation with the Resident Advisory Board and other resident organizations.
- Objective 12c: Convert some or all geographic waitlists to site-based waitlists.
- Objective 12d: Review updated HUD rules and adopt administrative rule changes meant to reduce administrative costs, increase program efficiency, improve tenant benefits, or foster self-sufficiency.
- Objective 12e: Continue to implement energy efficient cost saving measures on all properties.
- Objective 12f: Work with sister departments and higher education programs to peruse options to provide improvement to the quality of housing, living environment, and service programs.

F. Need: Provide an environment that enables families the opportunity for self-sufficiency and to further themselves economically.

Goal 13: Promote self-sufficiency and asset development of assisted households

- Objective 13a: Increase the number and percentage of employed persons in assisted families by conducting annual activities such as job fairs and job training events.
- Objective 13b: Engage supportive service providers to improve assistance recipients' employability.
- Objective 13c: Engage residents to participate in tenant aide positions for employment.
- Objective 13d: Engage supportive service providers to increase independence for the elderly or families with disabilities by continually attracting and providing supportive services.

- Objective 13e: Provide measures and opportunities to increase the income of residents to complement de-concentration and income targeting.
- Objective 13f: Evaluate the need and the feasibility of the HUD "Step Up" program to provide jobs and job training opportunities on HUD-assisted construction projects to residents of public housing and other low-income people.
- Objective 13g: Pursue grant opportunities to fund self-sufficiency coordinator positions through HUD grants or other available and appropriate sources.

G. Need: To ensure an equal opportunity in housing for all Americans

Goal 14: Ensure equal opportunity and affirmatively further fair housing

- Objective 14a: Undertake affirmative measures to ensure equal access to assisted housing regardless of race, color, religion, sex, national origin, creed, age, actual or perceived sexual orientation, gender identity, history of domestic violence, marital status, familial status, HIV infection and disability.
- Objective 14b: Continue to implement the Section 504 and ADA transition plans.
- Objective 14c: Improve Limited English Proficiency (LEP) training to non-English speaking and/or Limited English Proficiency speaking groups with an interpreter available on federal and state fair housing laws.
- Objective 14d: Implement the action plan set forth in the Fair Housing Analysis of Impediments updated in 2019 subject to the availability of funds.
- Objective 14e: Adopt a Homelessness Prevention Initiative that includes management's utilization of emergency rental assistance, financial management tools and supportive living services such as mental health and other wellness programs with the focus on those high-risk individuals, such as youths, domestic violence victims, human trafficking survivors and the elderly.

H. Need: To improve general administrative proficiency within HPHA

Goal 15: Increase customer satisfaction

- Objective 15a: Automate more functions to provide increased quality of service such as web-based applications, increase web capabilities, and interactive voice response system.
- Objective 15b: Adopt a policy to pay landlords via electronic deposit into their account.

Goal 16: Concentrate on efforts to improve office management and operational efficiency:

- Objective 16a: Continue to automate major operation components of the PHA computer software such as work order processing and tracking, materials, inventory, and fixed assets to improve the efficiency and accuracy of financial accounting and reporting.
- Objective 16b: Continue to upgrade the computer network infrastructure with faster, more reliable, and redundant connections to increase overall productivity.
- Objective 16c: Implement a content management system for more efficient retrieval of documents stored electronically on the HPHA network.

B.3

Progress Report. Include a report on the progress the PHA has made in meeting the goals and objectives described in the previous 5-Year Plan. (FY2015-2019)

1. PHA Goal: Expand the supply of assisted housing

- Section 8 HCV Program has continued to apply and be awarded additional rent subsidies when HPHA meets the criteria for specific funding.
- HPHA currently maintains a vacancy rate of 5% and will aim to maintain a 2% vacancy rate into the future.
- Current adjusted occupancy rate is 97% due to ongoing capital improvements and units in modernization.
- In June of 2017, the HPHA submitted a letter of interest to convert the Towers at Kuhio Park under the RAD program. A Commitment to Enter into a Housing Assistance Payments (CHAP) was issued to the HPHA in October of 2018, and the HPHA and its redevelopment partner continue to engage in discussions with the HUD assigned transaction manager with the goal of submitting an acceptable RAD application to enter a total of 521 units.
- The redevelopment of the AMP 31 Puuwai Momi property is being pursued in the regional master planning process in collaboration with the Hawaii Interagency Council on Transit Oriented Development, the Aloha Stadium Authority and the Department of Accounting and General Services. As described in the HPHA Board approved Annual Report redevelopment plan, several meetings have taken place and the HPHA is conducting its due diligence on discussions of potential uses of the property including a potential land swap, vertical school, retail and combined environmental review processes.
- Complete the build out of Phase IIb at the Lanakila Homes property in East Hawaii to bring back 16 public housing units online by the end of 2019 and discuss with Hawaii County the possibility of collaborating to build more units on the remaining site.
- Complete the modernization of Salt Lake Apartments on Oahu to bring back 28 public housing units online by the end of 2019.

2. PHA Goal: Improve the quality of assisted housing

- Improve public housing management (PHAS score) – HPHA currently maintains a 97% rent collection rate. HPHA completes 100% of emergency work orders within 24 hours and has met its goal to inspect 100% of units and systems using the Uniform Physical Condition Standard (UPCS). HPHA has completed system-wide upgrades to its network and computer software to increase the efficiency of administered programs. Additionally, HPHA's staff received HUD-provided training on rent calculation and internal PHAS training.
- Improve voucher management: Attained a perfect SEMAP score of 100%: The 2012-2013 final assessment SEMAP score ranks HPHA as a "High Performer".
- Increase customer satisfaction: HPHA has begun the development process to automate certain functions geared at enhancing customer service delivery and customer service satisfaction, including the redesign of the agency website and development of web-based applications.
- HPHA has updated its pre-established no-smoking policy to conform with newly established HUD guideline throughout all public housing properties.
- Renovate or modernize public housing units: As of June 30, 2018, HPHA has federal dollars in the amount of \$40,801,064 CFP funds and \$150,388,769 State CIP funds appropriated and budgeted for a total of \$191,189,833. HPHA has in contract \$7,914,613 in CFP and \$46,200,265 in State CIP for a total of \$54,114,878.

3. PHA Goal: Increase assisted housing choices

- Conducted outreach activities to attract new voucher landlords through the distribution of informational flyers to families and landlords, including owners of accessible units.
- Assisted 88 families under the Family Self-Sufficiency Program in FY 2018.

4. PHA Goal: Provide an improved living environment

- HPHA added increased lighting, surveillance cameras and 24-hour security patrols at properties with high crime activity. Efforts at Mayor Wright Homes have reduced overall crime by half.

- HPHA's multi-skilled worker pilot program to address vacant units in an expeditious matter has become an established program that has progressively grown in size.
 - HPHA conducted annual unit inspections and completed repair and maintenance on units found to have deficiencies; emergency work orders were addressed or abated within 24 hours.
 - HPHA improved its maintenance and repair of units as demonstrated in the higher scores received for the REAC inspections by HUD.
5. PHA Goal: Promote self-sufficiency and asset development of assisted household
- HPHA continues to operate the Tenant Aide Program for federal public housing residents.
 - HPHA continues to fill vacant positions in the Property Management Services Branch to assist tenants in accessing resident services and case management.
6. PHA Goal: Asset Management
- HPHA has a HUD Technical Assistance consultant team reviewing the current AMP structure. When their report is final, AMP structure changes might be made based on the findings.
 - HPHA continues to work cooperatively with HUD to update and complete the Declaration of Trust filings.
7. PHA Goal: Evaluate the current administration of HPHA's Section 8 Housing Choice Voucher Program
- Rated as "High Performer" for the past five years.
 - 2013-2018 – "High Performer" SEMAP score.
 - Purged waitlist to remove non-responsive applicants.
 - Completing re-certifications, inspections and disbursing timely payments to landlords.
8. PHA Goal: Ensure equal opportunity and affirmatively further fair housing
- HPHA evaluated agency-specific limited English proficiency (LEP) needs in order to supplement the HPHA's LEP plan and update procedures accordingly.
 - HPHA provided training to staff on applicable laws, regulations, policies and procedures on the following topics: reasonable accommodations, assistance animals, limited English proficiency, and fair housing.
 - HPHA offered a full day fair housing training for all employees and residents.
 - HPHA evaluated the proposed rule on affirmatively furthering fair housing to identify changes to the analysis of fair housing impediments planning process.
 - HPHA continues to participate in the fair housing consortium with Hawaii Civil Rights Commission, Legal Aid Society of Hawaii, Department of Hawaii Home Lands, local county fair housing coordinators, and HUD FHEO to discuss impediments to fair housing.
 - HPHA continues to perform repair and modernization work and where possible continues to include the design and construction of accessible units in order to exceed the minimum requirement for 5% ADA units and 2% vision and hearing-impaired units.
 - In July 2018, the HPHA entered into a three (3) year Voluntary Compliance Agreement through the HUD's Office of Fair Housing and Equal Opportunity for the purposes of executing HPHA's Accessibility Surveys, Needs Assessments, Self-Evaluations and Transition Plans. Work that has been done include the consultant conducting site assessments, working on draft reports after meeting with advocacy groups and conducting interviews with disabled tenants. HPHA continues to submit progress reports to HUD as required.
9. PHA Goal: Improve the housing delivery system through cost-effective management of federal and state government programs and resources
- Continue to automate major operation components of the PHA computer software such as work order processing and tracking materials, inventory, and fixed assets. Section 8, Low-Income Public Housing, waitlist and financial modules were recently upgraded.
 - Continue to upgrade the computer network infrastructure with faster, more reliable, and redundant connections to increase overall productivity. Upgrade computers with newer models, to provide faster response time for users, and standardize versions of office software.

B.4

Violence Against Women Act (VAWA) Goals. Provide a statement of the PHA's goals, activities objectives, policies, or programs that will enable the PHA to serve the needs of child and adult victims of domestic violence, dating violence, sexual assault, or stalking.

The HPHA supports the goals and objectives of VAWA and will comply with its requirements. The HPHA is currently working to implement policies to the Public Housing Program as required by VAWA. A review of policies and procedures will be conducted to ensure that all requirements are met or exceeded.

Recognizing the seriousness, HPHA amended its Administrative Policy on June 14, 2017, to establish a comprehensive VAWA policy, that reflects and supports VAWA's final rule, including a Preference designation in its Admission Policy for victims of domestic violence. The HPHA has completed the following in its efforts to support and comply with VAWA provisions:

- Established a list of domestic violence service providers statewide to provide referrals to aid applicant or resident victims.
- The Section 8 Administrative Plan has been updated to reflect HPHA policy on the prohibition against denial of assistance to victims of domestic violence, dating violence, and stalking as required by VAWA.
- Information regarding the VAWA is distributed to Section 8 tenants. New Section 8 leases require the HUD Tenancy Addendum which include provisions relating to VAWA.
- HPHA provides a preference for victims of domestic abuse under the section 8 and public housing programs.
- The fair housing policy in the HPHA Admissions and Continued Occupancy Policy for the Federally Assisted Public Housing Program has also been updated to reflect compliance with the provisions of VAWA.
- Information regarding the VAWA is given to all HPHA public housing residents at annual recertification and residents are required to sign a lease addendum acknowledging the VAWA protections. This notice and lease addendum are also available in Cantonese, Chuukese, Ilocano, Korean, Samoan, and Tagalog.
- HPHA staff received HUD training on the protections of VAWA in 2017.

A copy of the HPHA's policy is included as Attachment A.

B.5

Significant Amendment or Modification. Provide a statement on the criteria used for determining a significant amendment or modification to the 5-Year Plan.

In accordance with 24 CFR §903.7(r)(2) which requires public housing authorities to identify the basic criteria the agency will use to determine a substantial deviation from its 5-Year Plan and significant amendments or modification to the 5-Year Plan and Annual Plan, the following definitions are used:

Substantial Deviation: A substantial change in the goals identified in the Five-Year Plan. For example, making a formal decision not to pursue a listed goal; or substituting an entirely different set of activities to achieve the goal.

Significant Amendment/Modification: Adding or eliminating major strategies to address housing needs and to major policies (e.g., policies governing eligibility, selection or admissions and rent determination) or programs (e.g., demolition or disposition, designation, homeownership programs or conversion activities); or modifying a strategy such that a substantial transfer of resources away from others is necessary in order to carry it out. Under this PHA Annual Plan, the HPHA is clarifying that any change required to comply with state or federal rule, law, or regulation, where the HPHA is not able to adopt discretionary policy, would not be considered a significant amendment. However, the HPHA would continue to work with the Resident Advisory Board, Resident Associations, and staff for comments.

For Capital Fund Program projects that deviate from the Capital Fund Program Five-Year Action Plan and the Capital Fund Program Annual State/Performance and Evaluation Reports, only projects that meet the following criteria shall require 5-Year and Annual Plan Amendment: the amount of funds being required exceeds \$10 Million and/or the number of units being worked on comprises more than 15% of a developments ACC unit count. Adding or eliminating major strategies to address housing needs and to major policies (e.g., policies governing eligibility, selection or admissions and rent determination) or programs (e.g., demolition or disposition, designation, homeownership programs or conversion activities); or modifying a strategy such that a substantial transfer of resources away from others is necessary in order to carry it out. Under this PHA Five Year Plan, the HPHA is clarifying that any change required to comply with state or federal rule, law, or regulation, where the HPHA is not able to adopt discretionary policy, would not be considered a significant amendment or modification. However, the HPHA would continue to work with the Resident Advisory Board, Resident Associations, and staff for comments.

For Capital Fund Program projects that deviate from the Capital Fund Program Five-Year Action Plan and the Capital Fund Program Annual State/Performance and Evaluation Reports, only projects that meet the following criteria shall require 5-Year and Annual Plan Amendment: the amount of funds being required exceeds \$10 Million; number of units being worked on comprises more than 15% of a developments ACC unit count; or work requires the relocation of more than two neighboring occupied units. Where work is not specifically budgeted, monetary placeholders will be provided in lieu of specific development language.

As part of the Rental Assistance Demonstration (RAD) Program, the definition of a substantial deviation from the agency's annual plan will exclude the following RAD-specific items, provided that the adjustments to the RAD plans are authorized by HPHA's Board of Directors in the normal course of business:

- (1) Changes to the Capital Fund Budget produced as a result of each approved RAD conversion, regardless of whether the proposed conversion will include use of additional Capital Funds;
- (2) Changes to the construction and rehabilitation plan for each approved RAD conversion;
- (3) Changes to the financing structure for each approved RAD conversion;
- (4) The date the significant amendment is submitted to the PHA Plan website;
- (5) Decisions to dedicate a portion of the agency's existing capital funds budget and/or public housing reserves as a source of funds for purposes of a RAD conversion and recapitalization transaction.

Instructions for Preparation of Form HUD-50075-5Y

5-Year PHA Plan for All PHAs

A. PHA Information 24 CFR §903.23(4)(e)

A.1 Include the full **PHA Name**, **PHA Code**, **PHA Fiscal Year Beginning** (MM/YYYY), **PHA Plan Submission Type**, and the **Availability of Information**, specific location(s) of all information relevant to the hearing and proposed PHA Plan.

PHA Consortia: Check box if submitting a Joint PHA Plan and complete the table.

B. 5-Year Plan.

B.1 Mission. State the PHA's mission for serving the needs of low- income, very low- income, and extremely low- income families in the PHA's jurisdiction for the next five years. (24 CFR §903.6(a)(1))

B.2 Goals and Objectives. Identify the PHA's quantifiable goals and objectives that will enable the PHA to serve the needs of low- income, very low- income, and extremely low- income families for the next five years. (24 CFR §903.6(b)(1)) For Qualified PHAs only, if at any time a PHA proposes to take units offline for modernization, then that action requires a significant amendment to the PHA's 5-Year Plan.

B.3 Progress Report. Include a report on the progress the PHA has made in meeting the goals and objectives described in the previous 5-Year Plan. (24 CFR §903.6(b)(2))

B.4 Violence Against Women Act (VAWA) Goals. Provide a statement of the PHA's goals, activities objectives, policies, or programs that will enable the PHA to serve the needs of child and adult victims of domestic violence, dating violence, sexual assault, or stalking. (24 CFR §903.6(a)(3))

B.5 Significant Amendment or Modification. Provide a statement on the criteria used for determining a significant amendment or modification to the 5-Year Plan.

B.6 Resident Advisory Board (RAB) comments.

(a) Did the public or RAB provide comments?

(b) If yes, submit comments as an attachment to the Plan and describe the analysis of the comments and the PHA's decision made on these recommendations. (24 CFR §903.17(a), 24 CFR §903.19)

This information collection is authorized by Section 511 of the Quality Housing and Work Responsibility Act, which added a new section 5A to the U.S. Housing Act of 1937, as amended, which introduced the 5-Year PHA Plan. The 5-Year PHA Plan provides the PHA's mission, goals and objectives for serving the needs of low- income, very low- income, and extremely low- income families and the progress made in meeting the goals and objectives described in the previous 5-Year Plan.

Public reporting burden for this information collection is estimated to average .76 hours per response, including the time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, and completing and reviewing the collection of information. HUD may not collect this information, and respondents are not required to complete this form, unless it displays a currently valid OMB Control Number.

Privacy Act Notice. The United States Department of Housing and Urban Development is authorized to solicit the information requested in this form by virtue of Title 12, U.S. Code, Section 1701 et seq., and regulations promulgated thereunder at Title 12, Code of Federal Regulations. Responses to the collection of information are required to obtain a benefit or to retain a benefit. The information requested does not lend itself to confidentiality.

MOR's conducted between November 2016 and November 2019

Property Name	Review Conducted	Date	Rating
MAUNAKEA TOWER APARTMENTS	03/06/2017		Below Average
KAPUNA I	03/08/2017		Satisfactory
BERETANIA NORTH-KUKUI TOWER	03/09/2017		Satisfactory
PAUHI ELDERLY	03/10/2017		Satisfactory
HALE O'HAUOLI ELDERLY	05/22/2017		Above Average
PUALANI MANOR	05/23/2017		Below Average
HAUSTEN GARDENS	05/24/2017		Satisfactory
THE DUPLEX	05/25/2017		Below Average
ARC OF HAWAII HOUSING PROJ. NO. 11	05/26/2017		Above Average
HALE LAHAINA	09/11/2017		Satisfactory
LAHAINA SURF	09/11/2017		Satisfactory
HALE KIHEI	09/12/2017		Satisfactory
HALE KANALOA	09/13/2017		Satisfactory
MANA OLA NA KEANUENUE	09/13/2017		Satisfactory
LUANA GARDENS II	09/14/2017		Satisfactory
LUANA GARDENS III	09/15/2017		Satisfactory
ARC OF HAWAII PROJECT NUMBER 10	11/07/2017		Satisfactory
ARC OF HAWAII HOUSING PROJECT NO. 7	11/07/2017		Satisfactory
HELEMANO PLANTATION VILLAGE	11/08/2017		Satisfactory
KEOLA HOOMALU ELDERLY	11/09/2017		Satisfactory
HALAWA VIEW APARTMENTS	02/26/2018		Satisfactory
RESIDENTIAL SERVICES PROJECT IV	02/26/2018		Satisfactory
KEWALO APARTMENTS	02/26/2018		Satisfactory
KANEOHE ELDERLY PROJECT	02/28/2018		Above Average
KAUAI ECONOMIC OPPORTUNITY, INC.	04/16/2018		Below Average
HALE LOKAHI AKAHI	04/17/2018		Satisfactory
HALE MAHAOLU EKOLU	04/18/2018		Satisfactory
HOME PUMEHANA	04/19/2018		Satisfactory
KEKAHA PLANTATION ELDERLY HOUSING	05/17/2018		Satisfactory
LIHUE GARDENS ELDERLY	05/17/2018		Above Average
CAPTAIN COOK ELDERLY HSG. PROJECT	07/23/2018		Satisfactory
PAHALA ELDERLY	07/24/2018		Satisfactory
AINAKEA ELDERLY HOUSING PROJECT	07/25/2018		Satisfactory
JACK HALL KONA	07/26/2018		Satisfactory
WESTLAKE APARTMENTS	09/17/2018		Below Average
SMITH-BERETANIA APARTMENTS	09/18/2018		Satisfactory
KULAIMANO ELDERLY HOUSING PROJECT	09/19/2018		Satisfactory
HALE HOALOHA	09/20/2018		Above Average
HALE ULU HOI	12/17/2018		Satisfactory
HALE ULU HOI II	12/17/2018		Satisfactory
KAMANA ELDERLY	12/18/2018		Above Average
RIVERSIDE APARTMENTS	12/19/2018		Satisfactory
HAILI ELDERLY	12/20/2018		Superior
MAKALAPA MANOR APARTMENTS	03/18/2019		Below Average
KAHUKU ELDERLY HOUSING PROJECT	03/19/2019		Satisfactory
JACK HALL WAIPAHU	03/20/2019		Satisfactory
KULANA NANI	03/21/2019		Below Average
MALULANI HALE	03/22/2019		Above Average
OLD VINEYARD ST	06/10/2019		Satisfactory
WAIPAHU TOWER	06/11/2019		Above Average
WAIPAHU HALL ELDERLY	06/12/2019		Above Average
KEOLA HOONANEA	06/13/2019		Below Average
RIVER PAUHI APARTMENTS	06/14/2019		Satisfactory
ARC OF HAWAII PROJECT NUMBER 10	09/23/2019		Above Average
ARC OF HAWAII HOUSING PROJ. NO. 11	09/23/2019		Above Average
RESIDENTIAL SVCS. PROJ. OF HARC II	09/24/2019		Satisfactory
ARC OF HAWAII HOUSING PROJECT NUMBER 8	09/24/2019		Above Average
RES SERVICES PROJECT OF HARC III	09/25/2019		Satisfactory

RESIDENTIAL SERVICES PROJECT IV
ARC OF HAWAII HOUSING PROJECT NO. 7
KALANI GARDEN APARTMENTS
PAUAHI ELDERLY
MAUNAKEA TOWER APARTMENTS

09/25/2019 Satisfactory
09/25/2019 Satisfactory
09/26/2019 Satisfactory
09/26/2019 Satisfactory
09/27/2019 Satisfactory

All Properties	Contract Effective Date	Contract Expiration Date	Renewal Option	Adjustment Type	Status	Has UA?	UA Methodology
AINAKEA ELDERLY HOUSING PROJECT	5/16/15	5/15/20	4	OCAF		Yes	1st Year Utility Allowance Factor
ARC OF HAWAII HOUSING PROJECT NO. 11	4/1/20	3/31/21	4	MU2M	Inprocess	Yes	1st Year Utility Allowance Factor
ARC OF HAWAII HOUSING PROJECT NO. 7	9/1/18	8/31/23	1b	OCAF		No	
ARC OF HAWAII HOUSING PROJECT NUMBER 8	3/1/17	2/28/22	1	OCAF	Inprocess	No	
ARC OF HAWAII PROJECT NO. 10	12/1/17	11/30/22	1	OCAF		No	
BERETANIA NORTH-KUKUI TOWER	11/1/18	10/31/38	5b	Current		Yes	1st Year Utility Allowance Factor
CAPTAIN COOK ELDERLY HSG. PROJECT	8/1/17	7/31/22	4	Budget		Yes	2nd Year Utility Allowance Factor
HAILI ELDERLY	6/1/14	3/31/32	3	OCAF		No	
HALAWA VIEW APARTMENTS	2/1/14	1/31/34	5b	Current		No	
HALE HOALOHA	9/1/12	12/4/31	2	OCAF		No	
HALE KANALOA	7/20/12	7/31/32	2	OCAF		No	
HALE KIHEI	9/19/14	9/18/34	2	Comparables		No	
HALE LAHAINA	12/1/15	11/30/35	2	OCAF		No	
HALE LOKAHI AKAHI	5/1/15	4/30/35	4	OCAF		No	
HALE MAHAOLU EKOLU	11/20/12	11/30/32	4	OCAF		Yes	1st Year Utility Allowance Factor
HALE MAHAOLU-ELUA	2/1/15	1/31/35	2	Comparables		Yes	1st Year Utility Allowance Factor
HALE O HAUOLI ELDERLY	1/1/18	12/31/37	1	OCAF		No	
HALE O MANA'O LANA HOU	3/1/09	2/28/29	4	OCAF	Inprocess	No	
HALE ULU HOI	3/1/13	2/28/33	4	OCAF	Inprocess	No	
HALE ULU HOI II	9/21/15	9/20/20	4	OCAF		No	
HAUSTEN GARDENS	3/1/17	2/28/37	1	OCAF	Inprocess	Yes	2nd Year Utility Allowance Factor
HELEMANO PLANTATION VILLAGE	5/1/15	4/30/20	4	OCAF		No	
HOME PUMEHANA	7/1/15	6/30/35	2	OCAF		Yes	Baseline
JACK HALL KONA	1/1/16	12/31/20	4	OCAF	Inprocess	Yes	Baseline
JACK HALL WAIPAHU	10/1/19	9/30/39	2	Budget		Yes	Baseline
KAHUKU ELDERLY HOUSING PROJECT	5/1/12	2/29/32	2	OCAF		Yes	1st Year Utility Allowance Factor
KALANI GARDEN APARTMENTS	10/1/12	9/30/44	5b	Budget		No	
KAMANA ELDERLY	12/1/17	11/30/37	1	OCAF		Yes	1st Year Utility Allowance Factor
KANEOHE ELDERLY PROJECT	3/1/17	2/28/37	1	OCAF	Inprocess	Yes	1st Year Utility Allowance Factor
KAPUNA I	9/1/17	8/31/37	1	MU2M	Inprocess	No	
KAUAI ECONOMIC OPPORTUNITY, INC.	8/1/15	7/31/20	4	OCAF		No	
KEKAHA PLANTATION ELDERLY HOUSING	10/1/13	9/30/33	4	OCAF		No	
KEOLA HOOMALU ELDERLY	10/1/19	9/30/20	2	OCAF		No	
KEOLA HOONANEA	7/1/14	6/30/34	2	Comparables		No	
KEWALO APARTMENTS	2/1/14	1/31/34	5b	OCAF		No	
KONA KRAFTS GROUP HOME	6/1/15	5/31/20	4	OCAF		No	
KULAIMANO ELDERLY HOUSING PROJECT	11/1/17	10/31/37	1	OCAF		Yes	1st Year Utility Allowance Factor
KULANA NANI	9/1/09	8/31/29	2	Comparables		No	
LAHAINA SURF	9/1/14	8/31/34	2	Comparables		Yes	1st Year Utility Allowance Factor
LIHUE GARDENS ELDERLY	3/1/15	2/28/35	1	Comparables	Inprocess	No	
LUANA GARDENS II	10/13/83	10/12/23		AAF		Yes	Baseline
LUANA GARDENS III	1/1/14	12/31/33	4	OCAF		Yes	Baseline
MAKALAPA MANOR APARTMENTS	8/1/19	1/31/20	6	Current		Yes	1st Year Utility Allowance Factor
MALULANI HALE	7/1/17	6/30/37	1b	OCAF		No	
MANA OLA NA KEANUENUE	3/1/17	2/28/37	1	OCAF	Inprocess	No	
MAUNAKEA TOWER APARTMENTS	8/1/08	7/31/28	1	OCAF		Yes	Baseline
OLD VINEYARD	8/1/19	7/31/20	2	OCAF		Yes	1st Year Utility Allowance Factor
PAHALA ELDERLY	7/1/17	6/30/22	4	OCAF		Yes	Baseline
PAUHI ELDERLY	6/18/16	6/30/21	4	MU2M	Inprocess	Yes	Baseline
PUALANI MANOR	4/3/10	4/2/30	2	Comparables	Inprocess	Yes	Baseline
RES SERVICES PROJECT OF HARC III	8/1/19	7/31/24	1b	MU2M		No	
RESIDENTIAL SERVICES PROJECT IV	4/1/19	3/31/24	1b	OCAF	Inprocess	No	
RESIDENTIAL SVCS. PROJ. OF HARC II	4/1/19	3/31/24	1b	OCAF	Inprocess	No	
RIVER PAUHI APARTMENTS	7/1/18	6/30/38	1	OCAF		No	
RIVERSIDE APARTMENTS	9/1/19	8/31/20	5b	Current		No	
SMITH-BERETANIA APARTMENTS	3/1/13	2/28/33	2	OCAF		Yes	Baseline
THE DUPLEX	11/1/14	10/31/24	4	OCAF		No	
WAIPAHU HALL ELDERLY	10/1/16	9/30/36	1	OCAF		No	
WAIPAHU TOWER	5/1/17	4/30/37	5b	OCAF	Inprocess	No	
WESTLAKE APARTMENTS	3/1/15	2/29/20	2	OCAF		Yes	Baseline

Exhibit 5